



TEMECULA SUMMER DAY CAMP

2018

PARENT INFORMATION PACKET

Temecula Community Recreation Center (CRC)
30875 Rancho Vista Road
Temecula, CA 92592
951-694-6410

WELCOME!

The City of Temecula Community Services Department would like to welcome you to the 2018 Summer Day Camp Program! There are many new and exciting changes and activities planned for this summer. Every session there will be two awesome, adventure-filled weeks to explore! The information in this packet will provide details on the policies and procedures for the program. Please read the information carefully, and complete the last 3 pages to ensure your child has a FUN and SAFE camp experience.

CAMP HOURS AND DROP-OFF & PICK UP INFORMATION

NEW
HOURS

- The new Summer Day Camp hours are now from 8:00am to 6:00 pm.
- There is no required time for camper check-in or check-out, with the exception of some field trips or other special events (there is no additional fee for those days).
 - **Some field trips will require an earlier drop-off time and later pick-up time. The entire camp will leave and return together that day. Please make other childcare arrangements if your camper is unable to attend the field trip in its entirety. Parents will be notified in advance of these days.**
- If you will be late picking up your child, please call an authorized adult to pick up your child.
- If a child has not been picked up by 6:00pm, authorized adults on the "Emergency Contact/Registration" form will be contacted.

CHECK IN AND CHECK OUT

- Authorized adults (18 and older) must sign campers in and out each day.
- Authorized individuals must physically enter the room to sign each camper in and out.
- Only authorized individuals age 18+ years approved in writing by the parent/legal guardian may sign in and sign out a child.
- Staff will question those with whom they are not familiar with and are required to check their identification.
- Anyone without proper authorization and identification will be stopped from taking a child.
- If someone who is not on your child's "Emergency Contact/Registration" form (page 7) is signing your child in or out, please notify staff in writing.

WHAT TO KNOW

Please initial after each statement. By initialing, you agree to the terms listed below.

- **REQUIREMENTS** Participants must be ages 6 – 14, potty-trained, and are at least enrolled in the first grade for the fall. Proof/documentation of age and grade may be requested at any time. The inability to provide proof/documentation within the timeframe requested may result in removal from the program without a refund. Falsification of information may also constitute for removal from the program without a refund.
_____ Initial Here
- **SNACKS/LUNCH** We ask that you provide a healthy, low-sugar morning snack and lunch in an insulated lunch bag/container. There is no access to refrigeration or microwave ovens. Lunch will be provided for most excursions; parents will be notified prior to the excursion if a packed lunch is necessary. Breakfast must be eaten before coming to the Day Camp program. Children will receive an afternoon snack provided by the camp. We understand the seriousness of food allergies and will make every effort to work with parents and campers in regard to food allergies/sensitivities. _____ Initial Here
- **SWIM/WATER DAYS** Campers should wear their swimsuit underneath their clothes. Pack a labeled towel, sunscreen, US Coast Guard-approved life jacket, and goggles on their designated swim/water days. Life jackets are available at the pool if needed. All campers must complete a swim test each session to ensure swimming proficiency. See page 8 for details. The swim schedule is listed below (subject to change):
 - Ages 6 – 9 (6 Mix) Monday and Wednesday
 - Ages 9 – 12 (9 Plus) Tuesday and Friday
 - Ages 12 – 14 (Teens) Schedule is determined on a weekly basis; see staff for details._____ Initial Here
- **SUNSCREEN** For your child's protection, sunscreen use for all outdoor activities is highly recommended. Please ensure that your child has sunscreen available on a daily basis and encourage them to reapply sunscreen throughout the day. Summer Day Camp staff are not permitted to apply sunscreen to campers, with the exception of the face. _____ Initial Here
- **REMIND 101** Optional: get text message alerts, notifications, and itinerary updates for the most current information! Text the message **@TemSDC** to the number **81010** to get started. _____ Initial Here
- **ABSENTEEISM** Makeups for missed days are not available. Refund or credits are not given for days missed. Exceptions may be made for unforeseen health-related/medical conditions. _____ Initial Here
- **MEDICATIONS** There is no health clerk/nurse available to dispense medication. If your child must receive medications during day camp, please make arrangements with Summer Day Camp staff. In addition, be sure to complete a "Medication Dispensing Form" on the first day of camp. Summer Day Camp does not discriminate against any medical conditions, but notifying staff does allow for proper care and supervision of your child. Inform staff immediately, in writing, if there are any changes in medication usage or any new medical conditions/limitations. _____ Initial Here

- **CAMP ATTIRE**

- **Campers are required to wear closed-toed shoes every day.** For the safety of your child, no sandals, boots (except hiking), or platform shoes are permitted.
- “Play” clothes are recommended for camp. Remember he/she will be participating in many outdoor activities and craft projects and may come home “messy.” (
- Water shoes/sandals are permitted for use at the pool. However, please be sure that your child also wears closed-toed shoes to camp, and packs the water shoes/sandals in their bag on swim days.

Initial Here

- **VALUABLES** Please leave valuable items, such as toys and electronic devices at home. The City of Temecula is not responsible for lost, stolen, or damaged items during Summer Day Camp or while on excursions. Initial Here

- **DAY CAMP T-SHIRTS** The cost of the Day Camp t-shirt is now included in the camp material fee! Campers will need a new Day Camp shirt each summer, as they change year-to-year. They will be available for pickup in the Multipurpose Room during the first week of each session, typically on Tuesday and Wednesday. The following sizes are available: Child: M (8-10) L (12-14) Adult: S M L Campers are required to wear their T-shirts on each field trip so that they may be more identifiable as a group, as well as individually. Initial Here

- **ILLNESS/ACCIDENTS/INCIDENTS** Please do not bring your child to camp if he/she has a temperature, a contagious ailment (pink eye, lice, stomach flu, etc), or is not feeling well enough to participate in most activities. You will be contacted for injuries, accidents, and incidents related to your child where symptoms are exhibited (ie. bruising, swelling, redness, prolonged complaining, excess bleeding). For minor cuts and scrapes, you likely will not be contacted and an “Ouch Report” will be completed for you to pick up at checkout that day. If you are contacted for an injury/incident, it will be your decision as to whether or not to pick up your child for the rest of the day. Initial Here

- **WEEKLY SCHEDULE** The Weekly Schedule provides information regarding the activities and excursions planned. Please pick one up each Monday morning at the sign in/out area. Activities are subject to change. All campers will be encouraged to participate in the planned activities, but will not be required to do so. All campers will, however, be required to remain with their group at all times. Review the *Parent Information Board* in the Multipurpose Room regularly for updates and changes. Initial Here

- **CAMP GUIDELINES** Camp rules will be discussed with campers on the first day of each session of Camp. Parents and children must read through the “*Rules & Guidelines*” and sign them before attending camp (see last page). Camp rules/guidelines will be reinforced throughout the program. If your camper exhibits harmful behaviors to them self or others, they may be asked to leave the program. Initial Here

- **DISCIPLINE** Discipline procedures used by staff are designed to be fair, consistent, and effective. Our approach is to use positive reinforcement, praise, warnings, and timeout from the group for behavior that endangers others or continually disrupts a group. Day Camp staff will ask for a conference with parent(s) if unacceptable behavior persists, so that we can work together to change the behavior. For the safety of all, campers must behave appropriately in order to participate in the program. Initial Here

- **STAFF** Summer Day Camp staff are paid employees of the City of Temecula and are age 18+. Staff members have received background checks and have received training prior to the start of camp to provide an organized, well-supervised environment. The camper-to-counselor ratio is 10:1 or lower and 6:1 in the pool. Volunteers (known as “Jr. Counselors”) are high-school students ages 15-17. Jr. Counselors are here to assist paid staff. If you have any questions/concerns about the program or your child, please see a paid staff member. Paid staff wear shirts that say “STAFF” on them. Initial Here
- **EXCURSIONS** Permission slips will be handed out prior to the excursion. Parents are responsible for making sure their child is prepared for the trip. The permission slip will state the drop off/pickup times for the day, as well as any special instructions (ie. pack a lunch in a disposable sack for your child, lunch is provided that day, etc.) The program participates in excursions as a single group, which means that all staff members attend. If a child does not take part in the field trip, parents must make other childcare arrangements for that day, as there will not be any supervision at the CRC. **Some excursions may require an earlier drop-off and later pick-up time than normal program hours.** Initial Here
- **LATE PICK-UP POLICY** If your child is picked up after 6:00pm, you will be charged a late-fee of \$5 for every 10 minutes late. Initial Here
- **P.G. MOVIES** The City of Temecula Summer Day Camp shows a variety of movies that help to bring out the themes within our camp. Listed below are some of the P.G. movies we may watch.

Surf's Up	Barnyard	Lemony Snicket's: A Series of Unfortunate Events	
Mighty Ducks	Over The Hedge	Hocus Pocus	Treasure Planet
Shrek 1/2/3	Hoodwinked 1/2	Madagascar 1/2/3	Back To the Future 3
Heavy Weights	See Spot Run	James and the Giant Peach	The Goonies
Ghostbusters 1/2	Spy Kids 1/2/3	The Princess Bride	Up
Fantastic Mr. Fox	Coraline	Charlie and the Chocolate Factory	Tooth Fairy
Ice Age 1/2/3	The Incredibles	The Chronicles of Narnia	Harry Potter 1/2/3
Finding Nemo	Shark Tale	Cars 1/2	Kung Fu Panda 1/2
Sky High	Bolt	The Haunted Mansion	Happy Feet
Lilo and Stitch	The Sandlot	Night at the Museum 1/2	Star Wars 1/2/3/4/5
Nim's Island	Antz	Alvin and the Chipmunks 1/2	Hook
Planet 51	The Ant Bully	Monsters vs. Aliens	Short Circuit
That Darn Cat	Inkheart	Space Jam	Where the Wild Things
Despicable Me	Jungle 2 Jungle	The Last Airbender	Jumanji
Enchanted	Gnomeo & Juliet	How To Train Your Dragon	Indiana Jones 1/2/3
Cats & Dogs	Lizzie McGuire Movie	Teenage Mutant Ninja Turtles	Beverly Hills Chihuahua
The Pirates	Planes	Spongebob Squarepants	Jimmy Neutron
The Wild Thornberry's	Igor	Inside Out	Flushed Away
Frozen	Big Hero 6	Hotel Transylvania	Puss in Boots
Minions	Wreck it Ralph	Tangled	Brave
Home	Zootopia	Zookeeper	Garfield
Coco	Dispicable Me 3	The Boss Baby	Rock Dog

Any of these movies could be played at anytime during camp. Upon reading this list and signing the rules and guidelines you, are authorizing permission for your child to watch these

P.G. movies. Initial Here

CAMP RULES & GUIDELINES

It is very important that campers follow the rules and guidelines to ensure a safe and fun-filled day camp program for everyone.

- 1) Listening to instructions and to each other is very important at camp.
- 2) Stay with your assigned group or buddy at all times.
- 3) You must have your counselor's permission before you go anywhere (like the restroom and drinking fountain). Please be sure to pick another camper to go with you to the drinking fountain, and ask a counselor to take you. If you are a boy and need to go to the restroom, please pick another boy camper and a boy counselor to take you. If you are a girl and you need to go to the restroom, please pick another girl camper and a girl counselor to take you.
- 4) No rough play or fighting. We have a zero-tolerance policy for violence at camp.
- 5) Be polite and respect others. No name-calling.
- 6) Profanity or any inappropriate language is prohibited. This also applies to verbiage on clothing and other personal belongings.
- 7) Always clean up after yourself and be responsible for your own belongings.
- 8) No sandals, platforms, or open toed-shoes, unless otherwise instructed.
- 9) Please raise your hand to talk or ask questions during group activities.
- 10) Please keep your hands to yourself. Only handshakes, high fives, fist bumps, 2-second hugs, and hand-holding is allowed as long as it is not a distraction to yourself or others.
- 11) If you must bring electronics to camp, please keep them stored away in your backpack/bag during the day. The City of Temecula is not responsible for lost, stolen, or damaged items during Summer Day Camp or while on excursions.
- 12) HAVE FUN! ☺

----- Tear off the bottom portion and return to camp staff. Keep the top portion for your reference -----

We have read the *Parent Information Packet* and have discussed the *Rules and Guidelines* listed above with our child. We agree to cooperate with the information listed throughout the packet in an effort to maintain a safe and fun-filled program for everyone.

Name of child: _____

Child's Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

_____ Yes, I have enclosed a picture of my child.

Child's Name _____
(Last, First)

DAY CAMP EMERGENCY CONTACT FORM

Birth Date:		Age (As of 6/11/2018):		Sex: M / F	
Address:			City:		Zip Code:
PICK UP AUTHORIZATION					
Parents please list names and phone numbers of individuals who are authorized to pick up your child from Day Camp. Children will only be released to those persons listed below. The below listed individuals need to come prepared to show identification. <i>ONLY authorized persons, 18 years of age or older listed below, will be permitted to pick up your child.</i>					
Parent's Name					
Phone Numbers	Cell ()	Work ()		Home ()	
Parent's Name					
Phone Numbers	Cell ()	Work ()		Home ()	
In case of emergency please notify (name):				Relationship to Child:	
Phone Numbers	Cell ()	Work ()		Home ()	
Name		Relationship to Child		Phone	
				()	
				()	
				()	
Does your child have any medical conditions or allergies?			Yes		No
If yes, please list:					
Is medication to be administered during day camp?*			Yes		No
*If yes, please request a "Medication Dispensing Form" from a staff member.					
Does your child have any special needs we should be aware of and/or any dietary restrictions? If yes, please explain.					
LIABILITY WAIVER					
I realize every precaution is taken to eliminate any injuries or hazards, and a competent supervisor is present; however, in the event of any injury, I hereby waive, release and hold harmless from any liability for damages or personal injury including accidental death, as well as from claims for property damage which may arise in connection with the above named activity, against the supervisor, the City of Temecula, its officers, agents, employees and volunteers. I further permit the use of activity/event photography and/or video for media promotion.					
In case of accident or other emergency, personnel of the City of Temecula Community Services Department and/or its agents are hereby authorized to secure medical care deemed necessary as a result of accident or injury for the participants. I further agree to pay any and all costs incurred as a result of said treatment.					
Parent's Name (Please Print):					Date:
Parent/Guardian Signature:					

SWIM TEST AND LIFEJACKETS

Each camper will take a “swim test” on their first swim day. The swim test consists of swimming a distance of approximately 20 yards. In order to use the pool freely, the camper will need to swim this distance without stopping on the wall or touching the bottom of the pool. Students who do not pass the swim test or choose not to take the swim test will be required to wear a specific wristband and a lifejacket while they are at the pool. Campers do not need to have proper form or use a specific stroke for the swim test; they just need to make it across on their own while swimming on their front (no backstroke).

City of Temecula Aquatics provides lifejackets to those who do not pass the swim test or wish to wear one. Campers are allowed to bring their own US Coast Guard-approved lifejacket (look for the stamp shown below).



Passing Characteristics	Failing Characteristics
Swims on front (front crawl)	Swims on back the whole way
Swims the width of the pool without stopping	Stops to hold onto the wall or touch the bottom
Easily gets a breath throughout the swim test	Struggles to get a breath
Demonstrates confidence in the water	Is assisted by a lifeguard

PACKING FOR SWIM DAYS

Below is a list of items that should be brought and items that should be left at home.

SHOULD BRING...	SHOULD NOT BRING...
Swim attire (must be designed for the water)	Kickboards, noodles, or tubes
Sunscreen	Floaties or water wings
Towel	Snorkel masks (goggles are okay)
US Coast Guard-approved lifejacket (if applicable)	Fins

Please fill out the permission slip below, detach, and return to camp staff. Keep the top for your reference.

Child's First & Last Name: _____

Please mark the applicable statement(s) below.

- _____ **A. Yes, I allow my child to take the Swim Test** conducted by City of Temecula Aquatics staff and utilize the pool according to their determination.
- _____ **B. No, I do not want my child to take the Swim Test.** (Mark **B** and **B1** or **B2**.)
- _____ **B1. I would like my child to be fitted with a lifejacket**
- _____ **B2. I have provided a lifejacket for my child to wear.**
- _____ **C. I do not want my child to swim** during Day Camp swim time.

Parent's Signature: _____